



Council Reserves Policy

Resolved by the Council 3rd December 2018

Auditors are entitled to enquire into and comment on the level of a Council's reserves, and require an increase or reduction in precept if deemed necessary.

This policy sets out Haddenham Parish Council's approach to the level of General Reserves and Earmarked Reserves held by the Council. This policy will be reviewed annually in line with setting the Council budget

1. The general recommendation is that reserves should be held at between three to six months Net Revenue Expenditure (NRE)
2. Haddenham Parish Council's general, or Contingency Reserve will be maintained at six months of NRE.
3. Net Revenue Expenditure is amount of precept less loan repayments, amounts included for capital expenditure and reserves earmarked for specific projects.
4. This Policy should be read in conjunction with Haddenham Parish Council's Investment Strategy and updated in the case of any significant long term investments.
5. The Council also carries reserves which are earmarked for specific projects or purposes.
6. The Council makes a distinction between two categories of Earmarked Reserves
 - a. Those holding monies received from other persons or bodies, such as donations from members of the public or a project-specific grant from a higher-tier Council.
 - i. These Earmarked Reserves are termed "Ring-Fenced"
 - ii. These Reserves are listed in Appendix 1
 - b. Those holding monies raised from the Precept either directly in the annual I&E, or subsequently by transfers from the Contingency Reserve or re-allocations between the Earmarked Reserves.
 - i. These Earmarked Reserves are termed "Reserves Allocated at the Discretion of the Council"
 - ii. These Reserves are listed in Appendix 2
7. Haddenham Parish Council will resolve its level of reserves on an annual basis.
8. The decision of the Council is final.

Appendix 1 – 2017/18 Earmarked Reserves – Ring-Fenced

Project	Reserve allocation 2018/9	Balance at 30/9/18	Reserve required to meet specified need	By when
Snakemoor Grants & Donations	£218	£1,001	No set amount	
Allotment Improvements Reserve	£1,237	(£849)		
Community Orchard Donations	£ Nil	£2,025		
Wychert Way Grants & Donations	£ Nil	£238		
Haddenham / Aylesbury Cycleway	£ Nil	(£52)		
Haddenham Heartbeat		£1,976		
S106 Funded Community Facilities		(£56,255)		

Appendix 2 – 2017/18 Earmarked Reserves – Allocated at the Discretion of the Council

Reserve	Reserve allocation 2018/9	Balance at 30/9/18	Reserve required to meet specified need	By when
Staff	£9,212 – y/e balance trfd to Street Light Contingency	£4,321	10% of annual budget	Each year
Ponds	£1,000	£1,150	£15,000	3031
Trees	£6,000	£15,000	£20,000	level
Revised Neighbourhood Plan	£5,000	£28,214	£50,000	2022
Devolved Services transitional fund	£15,000	£43,390	£60,000	level
New Burial Ground (+ car park)	£25,000	£62,080	£125,000	2021
St Marys Churchyard	£31,390	£35,695	£120,000	2021
Precept-Funded Community Facilities	£ Nil			
Legal & Professional Fees Fighting Fund	£ Nil	£18,500		level
Heritage (Wychert Wall) Fund	£ Nil	£11,350		level
HPC Assets – major repairs	£10,926	£36,169	£40,000	level
Street Light contingency	£9,212 + y/e balance on staff contingencies	£40,818	£260,000 spent over 15 years	3031
Neighbourhood Plan Projects	£ Nil	£35,755	£100,000	2021